



**Date:** October 16, 2018

**To:** Thomas J. Bonfield, City Manager  
**Through:** W. Bowman Ferguson, Deputy City Manager  
**From:** Steven W. Hicks, Director, General Services Department  
**Subject:** Design Contract with Surface 678 P.A. Design for the C.M. Herndon Park Improvements Project

### **Executive Summary**

The General Services Department (GSD) has selected a design firm for upgrades to the 25 acre C.M. Herndon Park at 511 Scott King Road, located 3 miles south of I-40. The purpose of this project is to renovate the existing natural turf soccer fields into a synthetic turf multi-purpose field, and convert the existing practice field into a new parking lot. The design scope will address connectivity to existing site elements and provide storm water infrastructure to support the improvements. This project had the highest ranking and priority by the Durham Recreational Advisory Committee for FY 19 CIP Projects.

GSD solicited qualification proposals from the City's Small Local Business Enterprise (SLBE) program. The top candidate, Surface 678, P.A. (Surface) was selected by a committee with representatives from GSD, Durham Parks and Recreation (DPR), and Equal Opportunity and Equity Assurance (EOEA) Departments.

### **Recommendation**

The General Services Department recommends that City Council:

Authorize the City Manager to execute a design contract with Surface 678, P.A. for the Herndon Park Improvements project in the amount of \$131,850.00;

Establish a contingency fund for the contract in the amount of \$13,200.00;

Authorize the City Manager to negotiate and execute amendments to the design contract provided the total contract cost does not exceed \$145,050.00.

### **Background**

In 2007, C.M. Herndon park completed construction as the only park south of I-40. Increased residents in this area and athletic programming demands has created a need for durable athletic fields and increased parking. The current programming cannot handle the high volumes of use and accommodate the desired performance standards.

GSD advertised a Request for Qualifications to Landscape Architectural and Civil Engineering firms on the SLBE list in June 2018. Four (4) firms submitted qualifications packages. A team of five City staff from three departments evaluated the submittals. The unanimous choice was Surface 678. The Surface design team demonstrated a strong understanding of project scope, approach, familiarity with local and State permitting and design review processes. Their project team included subconsultants that are Underutilized Business Enterprise (UBE) firms.

Anticipated project schedule:

Design Notice to Proceed	Winter 2018
Bidding	Spring 2020
Construction Notice to Proceed	Summer 2020
Project Completion	Fall 2021

### Issues and Analysis

C.M. Herndon is a multi-sport athletic field site programmed and maintained by DPR. This park offers fields for little league baseball, softball, competition soccer, flag football, and ultimate freesbee. This facility serves as a hub to bicycles and pedestrian with access to the American Tobacco trail to the east. Although C.M. Herndon Park hosts regional league tournaments and multiple sport practices, inadequate and unsafe parking conditions limit the site's ongoing use as a large-scale event destination. In order to improve the programming demands for the lower fields, additional parking needs must be accommodated. These improvements are in line with the 2013 DPR Master Plan as the number one overall recommendation was to "continue to upgrade and renovate existing parks".

In addition to the field conversion and new parking lot, this project will address existing site issues such as providing the required detention, improve drainage conditions on the fields, and improve pedestrian connectivity to adjacent site elements.

### Alternatives

City Council could elect to not approve the design contract with Surface and direct staff to re-advertise the RFQ. If the contract is not approved it is likely that parking congestion and programming demands will continue to persist leaving the Park ill-equipped for the increased demand.

### Financial Impact

Funds for this project are currently budgeted and available as follows:

<b>FUNDING SOURCES (CIP FY 19)</b>		
Miscellaneous Debt	<b>Total Revenues</b>	<b>\$1,639,091.00</b>
<b>PROJECT COSTS</b>		
<i>Design</i>		
Pre-Design	3000H000/731003/CH119	\$ 21,000.00
Design	3000H000/731003/CH119	\$ 101,050.00
Allowances	3000H000/731003/CH119	\$ 9,800.00
Design Contingency	3000H000/731900/CH119	\$ 13,200.00
<b>Design Total</b>		<b>\$ 145,050.00</b>
<i>Construction</i>		
Permitting	3000H000/731000/CH119	\$ 17,041.00
Construction	3000H000/731000/CH119	\$1,343,000.00
Contingency	3000H000/731900/CH119	\$ 134,000.00
<b>Construction Total</b>		<b>\$1,497,541.00</b>
	<b>Total Expenditures</b>	<b>\$1,639,091.00</b>

### Equal Business Opportunity Summary

The Equal Opportunity/Equity Assurance Department reviewed the Surface 678 submittal package to determine if it was in compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting. The goals for this project are W/UBE 6% and M/UBE 8%. Contract goals far exceeded W/UBE with 48% and M/UBE are 8%.

### UBE REQUIREMENTS

Surface will subcontract to the following certified firms:

<b>Firm</b>	<b>ID</b>	<b>City / State</b>	<b>Amount</b>	<b>% of Contract</b>
Sepi Engineering (Civil/Survey)	W/UBE	Raleigh, NC	\$57,850.00	48%
Palacio Collaborative (Cost Est.)	M/UBE	Durham, NC	\$1,900.00	2%
F&R (Geotech)	M/UBE	Morrisville, NC	\$7,000.00	6%

### WORKFORCE STATISTICS

Total Workforce:

<u>Total Workforce</u>	25	
Total Females	12	(48%)
Total Males	13	(52%)
Black Males	0	(0%)
White Males	12	(92%)
Other Males	1	(8%)
Black Females	0	(0%)
White Females	8	(67%)
Other Females	4	(33%)

### Attachments

Attachment A – Design contract

Attachment B – Vicinity Map